

# **ADMINISTRATIVE NOTES**

Newsletter of the Federal Depository Library Program

Vol. 14, no. 26

GP 3.16/3-2:14/26

December 31, 1993

December 15, 1993

#### Dear Library Director:

I am pleased to announce the third annual Federal Depository Conference on April 20 - 22, 1994. As your library maintains a Federal Depository, I urge you to send at least one librarian and as many other representatives as you can to this very important seminar. There is no registration fee for either the Federal Depository Conference or the Regional Depository Seminar which follows it on Saturday, April 23.

The 1994 conference is very much a "users conference," with the format, subjects, and speakers determined by representatives of the depository community. As can be seen from the preliminary agenda, it is a full, three day conference with presentations and discussions as varied as the libraries in the Federal Depository Library Program. Your staff's attendance at the conference should result in enhancements to the value of the depository's services to your library as a whole and the community it serves. A registration form and preliminary agendas for both the Regional Seminar and the Conference appear on the following pages.

Thank you very much for your cooperation and for supporting your Federal Depository operation.

Sincerely,

WAYNE P. KELLEY

Superintendent of Documents

Wagne Kelley

### Preliminary Agenda

# 1994 Federal Depository Conference

### April 20 - 22, 1994 Rosslyn Westpark Hotel Arlington, Virginia

#### Tuesday, 19

Librarians arrive at Rosslyn Westpark Hotel Informal pre-dinner get-together in hotel lobby (6:00 p.m.)

### Wednesday, 20

#### Morning

- 8:30 Welcome & Remarks
  - Michael F. DiMario, Public Printer
  - Wayne P. Kelley, Superintendent of Documents
  - Keynote Address
    - [Speaker to be announced]
  - Marketing of the Federal Depository Library Program to Congressional Representatives
    - [Speaker to be announced]
  - Library Programs Service Update
    - J.D. Young, Director, Library Programs Service
  - GPO Information Exchange and Open Forum
    - Library Programs Service Staff

### 12:00 Working Lunch

In order to foster networking, librarians are requested to lunch with other librarians from similar types of institutions.

#### Afternoon

2:00 • Option 1: CD-ROM Panel Discussion (2 hours)

Setting Up a CD-ROM Work Station in an Academic Library

• Robert Lopresti, Western Washington University

LANing in an Academic Library

• Barbara Kile, Rice University

Service in an Urban Academic Library

- Sherry Mosley, Florida International University
- Option 2: GPO Information Exchange (1 hour)
  Small group break-out sessions with GPO staff
- Option 3: Federal Agency Libraries (1 hour)
   Specialty Resources Found in the Depository Libraries
   [Speaker to be announced]
- 3:00 Option 1: CD-ROM Panel Discussion (continued)
  - Option 2: (1 hour)

New York Cooperative METRODOCS project

Law Library Support for Public Librarians

• Joint Public & Special Library Presentation

**Exhibits** (will run concurrently with programs Wednesday through Friday)

4:00 Adjourn

### Thursday, 21

#### Morning

- 8:00 Option 1: Effective Bibliographic Instruction Techniques for Government Documents Use (1 hour)
  - [Speaker to be announced]
  - Option 2: Learning to Use CD-ROM Resources: General Introduction (1 hour)
     Armand Isip, New York Public Library
  - Option 3: Role of the Federal Agency Libraries in the Federal Depository Library Program (1 hour)
    - [Speaker to be announced]
- 9:00 Option 1: Using dBASE in the Academic Library: A Service Prospective (1 hour)

   Susan Ryan, Stetson University

- Option 2: Trouble Shooting for the Computer Work Station[Speaker to be announced]
- Option 3: Depository Materials Not Listed in the Law Library Core Lists But Which Support Law Related Needs
   [Speaker to be announced]
- 10:15 Option 1: Managing Micro Data Files (1 hour)

   Juri Stratford, University of California, Davis
  - Option 2: Developing a Service Policy for Electronic Products (1 hour)[Speaker to be announced]
  - Option 3: Justice Department Panel Discussion: Resources Available through the Federal Depository Library Program
     [Speaker to be announced]
- 11:15 To be announced

#### 12:15 Working Lunch

In order to foster networking, librarians are requested to lunch with other librarians from similar sized institutions.

#### Afternoon

2:00 Option 1: Internet Panel Discussion (2 hours)

Accessing the Internet in the Academic Library

• Ann Miller, James Madison University Internet Sources--U.S. Government Information

• Maggie Parhamovich, University of Nevada, Las Vegas

Experiences as an Internet Site

- Grace York, University of Michigan
- Option 2: GPO Information Exchange (1 hour)
  Small Group Break-Outs with GPO Staff
- Option 3: Library Programs Service Tour #1 (1 hour)
- 3:00 Option 1: Internet Panel Discussion (continued)
  - Option 2: Role of Public Libraries in the Federal Depository Library Program

     [Speaker to be announced]
  - Option 3: Library Programs Service Tour #2 (1 hour)

### 4:00 Adjourn

#### Friday, 22

#### Morning

- 9:00 Option 1: Future of Maps in the Federal Depository Library Program (1 hour)
   Pat McGlamery, University of Connecticut
  - Option 2: Communicating Depository Needs to Library Administration (1 hour)
     Speaker to be announced
  - Option 3: Sources of Information on LANs and Networking (1 hour)
     [Speaker to be announced]
- 10:00 Option 1: Geographic Information System (GIS) Software Demonstration
   Denise Stephens and Paul Bergen, University of Virginia (1 hour)
  - Option 2: Business Marketing Techniques and Other Sources of Government Information (how to locate and acquire) (1 hour)

     [Speaker to be announced]
  - Option 3: Access Policies of Law Libraries (1 hour)

    CALL (Chicago Area Law Libraries)
    - [Speaker to be announced]
- 11:15 General Session: Government Information Locator Service (1 hour)
  - Eliot Christian, U.S. Geological Survey
  - [Additional speakers to be announced]

#### 12:00 Working Lunch

In order to foster networking, librarians are requested to lunch with other librarians from the same geographic region.

#### Afternoon

- 2:00 General Session: Americans with Disability Act Program (1 hour)
  - [Speaker to be announced]
- 3:00 General Session: Networking
- 3:30 Wrap Up
- 4:00 Adjourn

#### Saturday, 23

9 a.m. - 5 p.m. Regional Federal Depository Seminar [Topic to be announced]

[A revised preliminary agenda will appear in the February 15 issue of Administrative Notes.]

# **Reservations and Registration**

To reserve a room at the conference hotel, please contact:

Rosslyn Westpark Hotel 1900 N. Ft. Myer Drive Arlington, VA 22209 (703) 527-4814

Please mention the GPO Federal Depository Conference when making your reservation. The rates are \$82 per day for a single or double room. Free parking is available for attendees.

Those who wish to meet to go out to supper on the evening of Tuesday, April 19, should gather in the main lobby of the Westpark at 6:00 p.m.

In order to help GPO plan for these meetings, please take a few moments to fill out and mail the registration form on the next page. We hope to see as many of you as possible!

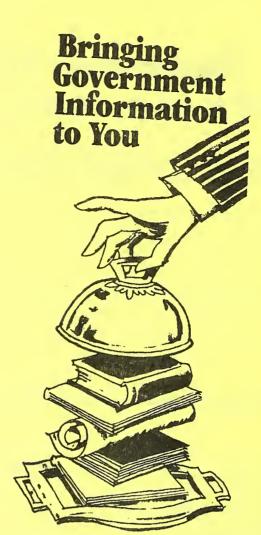
All Federal Depository Libraries are urged to send at least one representative to this major conference.

# Registration Form Mail or Fax by March 31, 1994

Yes! Please register me for the 1994 Federal Depository Conference, to be held at the Rosslyn Westpark Hotel, Arlington, VA, on April 20 - 22, 1994.

neid at the Rossiyn Westpark Hotel, Anington,	VA, OII APIII 20 - 22, 1994.
Name:	
Institution:	
Address:	
City:	
Phone:	
☐ I also plan to attend the Regional Federal Deposit	t <b>ory Seminar</b> (April 23, 1994)
ibrary Type:	Thursday, April 21 8:00 a.m.:
Library Size: Small (0150,00 vols.)	☐ Option 1 ☐ Option 2 ☐ Option 3
☐ Medium (150,000600,000 vols.)	9:00 a.m.:
☐ Large (600,000+ vols.)	Option 1 Option 2 Option 3
	10:15 a.m.:
nternet Address:	Option 1 Option 2 Option 3 2:00 p.m.:
	Option 1 Option 2 Option 3
	3:00 p.m.:
nterest Survey	Option 1 Option 2 Option 3
To assist staff in making room arrangements for the Conference, please mark the boxes next to the	Friday, April 22 9:00 a.m.:
sessions you plan to attend.	☐ Option 1 ☐ Option 2 ☐ Option 3 10:00 a.m.:
Wednesday, April 20 2:00 p.m.:	☐ Option 1 ☐ Option 2 ☐ Option 3
Option 1 Option 2 Option 3	Mail or fax to:
☐ Option 1 ☐ Option 2	Chief, Depository Services Library Programs Service (SLLD) U.S. Government Printing Office

Fax: 202-512-1432



Information from the Federal Government on subjects ranging from agriculture to zoology is available at Depository Libraries across the nation.

You can visit these libraries and use the Depository collection without charge.

To find one in your area, contact your local library or write to the Federal Depository Library Program, Office of the Public Printer, Washington, DC 20401.



Federal Depository Library Program

## Revised Federal Depository Library Manual Published

The new edition of the Federal Depository Library Manual, revised November 1993, has been published and should arrive in depository libraries shortly. It is being distributed to all depository libraries on shipping list 93-0685-P, dated 12/15/93. The Superintendent of Documents classification number is GP 3.29:D 44/993.

Automated versions of the Federal Depository Library Manual (FDLM), Instructions to Depository Libraries, GPO Classification Manual, and Superseded List are available in ASCII format on the Federal Bulletin Board (FBB). Choose the Forum/SIGs area, then GUIDLINE. In addition, two excerpts from the FDLM, "How and When to Contact LPS" and "Suggested Core Collections," plus the "LPS Telephone Number List" are available on the FBB. The bulletin board telephone number is 202-512-1397. For assistance in accessing the Federal Bulletin Board, call the system operator, Tony Ford, on 202-512-1126.

Depository libraries needing additional paper copies of the publications noted above should request them on a Depository Library Inquiry Form. Please send the request to the address specified in each document. LPS encourages selective housing sites, especially, to obtain their own copies of these documents which contain information essential to the proper functioning of the Federal Depository Library Program.



# LPS Seeks Help in Updating the Superseded List

In 1993, the Library Programs Service (LPS) issued seven "Updates to the Superseded List" in Administrative Notes. This column assists documents librarians in disposing of superseded materials **before** the normal 5-year retention period for non-superseded documents. LPS only produces the updates as information received from Federal agencies and depository libraries is verified.

We rely heavily on the depository community for recommendations for the "Update" column and need your help in adding items to the Superseded List in 1994.

Please submit additions, corrections, or other changes to:

Chief, Depository Services Library Programs Service (SLLD) U.S. Government Printing Office Washington, DC 20401

Fax: 202-512-1432



## Special Offer on Selected Documents, No. 3

#### December 15, 1993

[This special offer was sent to depository libraries in shipment boxes on December 15, 1993.]

The Library Programs Service has titles in limited quantities which are available to depository libraries on a first come, first served basis. Libraries may request any of the titles listed below by marking these sheets and returning them by mail or fax before January 21, 1994.

LPS will send one copy of any requested title for which stock is still available. When stocks are exhausted, no notification will be sent, due to limited staff.

The list below shows the title, the number of copies in stock, and the class number. To order, please circle the title and the individual part, if more than one part is listed. For example, circle CFR, Title 26, Internal Revenue, Part I (Sections 1.401 to 1.440).

Title	Qty	Class No.
CFR, Title 19, Customs Duties Parts 200 to End	51	AE 2.106/3:19/PT.200-END/993
CFR, Title 21, Food and Drugs Parts 300 to 499	7	AE 2.106/3:21/PT.300-499/993
CFR, Title 22, Foreign Relations Parts 300 to End	12	AE 2.106/3:22/PT.300-END/993
CFR, Title 23, Highways	15	AE 2.106/3:23/993
CFR, Title 24, Housing and Urban Development Parts 500 to 699 Parts 1700 to End	12 26	AE 2.106/3:24/ PT.500-699/993 PT.1700-END/993

Fax to: (202) 512-1429	Library Name
Mail to: Special Offer U.S. G.P.O. Library Programs Service (SLDM)	Address
Washington, DC 20401	City, State, Zip

# Special Offer No. 3 - Dec. 15, 1993

Title	Qty	Class No.
CFR, Title 26, Internal Revenue Part I (Sections 1.401 to 1.440) Part I (Sections 1.501 to 1.640) Part I (Sections 1.1001 to 1.1400)	2 23 20	AE 2.106/3:26 PT I (SEC.1.401-1.440)/993 (SEC.1.501-1.640)/993 (SEC.1.1001-1.1400)/993
CFR, Title 26, Internal Revenue Parts 50 to 299	12	AE 2.106/3:26/PT.50-299/993
1990 Census of Population and Housing Arizona, (outside Metropolitan Areas)	18	C 3.223/11:1990 CPH-3-4
1990 Census of Population and Housing Columbia, SC, MSA	25	C 3.223/11:1990 CPH-3-120
1990 Census of Population and Housing Denver-Boulder, CO		C 3.223/11:
Sect. 1 Sect. 2	34 34	1990 CPH-3-132 B/SEC.1 1990 CPH-3-132 B/SEC.2
Official Gazette, Patents Vol. 1151, No. 3	11	C 21.5:1151/3
Official Gazette, Trademarks Vol. 1151, No. 3	22	C 21.5/4:1151/3
President's Cancer Panel Special Commission on Breast Cancer, Transcript of Proceedings	598	HE 20.3152:P 92/5/993-2
National Library of Medicine Current Catalog January - March 1993	40	HE 20.3609/2:993/1
Manual of Federal Geographic Data Products	25	PREX 2.6/2:G 29

Fax to: (202) 512-1429	
	Library Name
or	
Mail to: Special Offer	Address
U.S. G.P.O.	
Library Programs Service (SLDM)	
Washington, DC 20401	
	City, State, Zip

**December 14, 1993** 

Item #	Class #	Shipping List #	Title	Change
0074-A-01	A 98.2:A 62/3	92-0433-P	Information and Directory of the Food and Nutrition Service	Change class to: A 98.2:D 62/3
0142-C-01	C 3.186:P-20/457	92-0321-P	Residents of Farms and Rural Areas, 1990, Current Population Reports, P-20/457	Change class to: C 3.186/25:990
0142-C-01	C 3.186:P-20/472	93-0617-P	Residents of Farms and Rural Areas, 1991, Current Population Reports, P-20/472	Change class to: C 3.186/25:991
0146-M	C 3.272:MA 31 A	93-0625-P	Footwear Annual Report, 1993 (Please Return This Copy)	Change class to: C 3.272:MA 31 A/993/RETURN
0247	C 13.10: 305/SUPP.23	93-0292-M	NIST List of Publications by Subject Category, abridged ed.	Change class to: C 13.10:305/ SUPP.23/ABRIDGED
0247	C 13.10:834	92-2331-M	Abstract and Index Collection in the Research Information Center of the National Institute of Standards and Technology, no. 836 (MF header title)	MF header incorrect. Change to: Ceramic Machine: Assessment of Current Practice and Research Needs in the U.S., no. 834
0247	C 13.10:836	92-2331-M	Ceramic Machinery: Assessment of Current Practice and Research Needs in the U.S., no. 834 (MF header title)	MF header incorrect. Change to: Abstract and Index Collection in the Research Information Center of NIST, no. 836
0290-A	PM 1.8/3:993	93-0635-P	Qualification Standards Handbook for General Schedule Positions, July 1993	Change class to: PM 1.8/14:993
0290-K-05	MS 1.2:991	92-2531-M	Annual Report for Fiscal Year 1991, Merit Systems Protection Board	Change class to: MS 1.1:991
0329	D 101.11:5-2420- 206-34 P/993	93-1147-M	Tractor, Wheeled, Industrial, Diesel Driven MED DBP CH.1	Change class to: D 101.11: 5-2420-206-34 P/CH.1

December 14, 1993

	er 14, 1993	r		1993-19
Item #	Class #	Shipping List #	Title	Change
0329	D 101.11:5-3805- 240-20 P	93-0151-P	Unit Maintenance Repair Parts & Special Tool List Ladder Type, 6 Ft. Depth of Cut, Aug. 1992	Change class to: D 101.11: 5-3805-240-20 P/993
0329	D 101.11: 11-5895-901-34 P/993	93-1147-M	Direct, Support & Gen. Support Up & Down Converter Racks, CH. 1, Oct. 7, 1980	Change class to: D 101.11:11-5895- 901-34 P/CH. 1
0429-X-16	E 3.25/3: 991/PACK.	93-0028-E	Annual Report of Major Natural Gas Companies	Change class to: E 3.25/4: 991/PACK.
0431-C-13	TD 4.6:107	93-0621-P	Federal Aviation Regulations, Pt.107, Airport Security, Sept. 1993	Change class to: TD 4.6:107/993
0431-L-12	EP 1.89/2: 600/S 8-87/034 I	92-2552-M	Prevention Reference Manual, vol. 12	Change class to: EP 1.89/2: 600/S 8-87/034 L
0431-L-12	EP 1.89/2: 600/S 8-87/0341	92-0441-M	Prevention Reference Manual, vol. 9	Change class to: EP 1.89/2: 600/S 8-87/034 I
0455-B-23	ED 1.87:H 62	93-0509-P	A Progress Report to the Secretary of Education from the President's Advisory Commission on Educational Excellence for Hispanic Americans	Change class to: PR 42.8:H 62/ED 8
0455-J-01	ED 1.85/3:6/1	93-0612-P	OSERS News in Print, Fall 1993, vol. 6, no. 1	Change class to: ED 1.213:6/1
0467-A-26	HE 20.8220/2:984	92-0097-M	Drug Abuse and Drug Abuse Research, 1st ed. 1984	Change class to: HE 20.8220/2:1
046 <b>7</b> -A-26	HE 20.8220/2:986	92-1449-M	Drug Abuse and Drug Abuse Research, 2nd ed. 1987	Change class to: HE 20.8220/2:2
0506-A-23	HE 20.3037/6:991	92-2090-M	Biomedical Research Technology Resources, 8th rev. ed., 1990	Change class to: HE 20.3037/6:990

December 14, 1993

Item #	Class #	Shipping List #	Title	Change
0507-J-05	HE 20.9308:P 88	92-1378-M	Guidebook, National Practitioner Data Bank	Change class to: HE 20.9308:D 26
0546-A	GA 1.12:991	92-2556-M	Improving Program Delivery and Stewardship (20th Annual Financial Management Conference)	Change class to: GA 1.2:F 49/4/991
0546-D	GA 1.13: PMED-93-5	93-0713-M	Paperwork Reduction, Agency Responses to Paperwork Reduction	Duplicate. Correct class: GA 1.13: PEMD-93-5 SL 92-2256-M item no. 0545.
0603-G	I 1.98: G 76/SCOPING	MF unknown	General Management Plan, E.I.S., Scoping Summary Grand Canyon National Park	Change class to: I 1.98: G 76 C/2/ SCOPING
0612	I 49.2:SA 3	86-0937-P	Salmon of the Pacific Coast	Change class to: I 49.2:SA 3/3
0631	I 53.2:R 16/9	93-0539-P	Rangeland Reform '94, a Proposal to Improve Management of Rangeland Ecosystems	Change class to: I 53.2:R 16/10
0639-F-01	I 28.37/A: M 274/5/992	93-0586-P	Magnesium and Magnesium Compounds, 1992	Change class to: I 28.37/A: M 274/6/992
0671-F	I 72.12/3:91-0068	92-1936-M	Federal Offshore Statistics, 1990	Change class to: I 72.10:990
0671-F	I 72.12/10: 89-0043	92-0772-M	OCS National Compendium, 1989	Duplicate. Correct class: I 72.12/3: C 73/989 SL 92-0596-M
0766-C-03	PREX 1.2: D 84/11	92-0273-P	A Nation Responds to Drug Use, Southern Regional Conference on State and Local Drug Policy, May 1992	Change class to: PREX 1.2: D 84/SOUTH.
0766-C-03	PREX 1.2: D 84/12	92-0316-P	A National Responds to Drug Use, Midwest Regional Conference on State and Local Drug Policy, June 1992	Change class to: PREX 1.2: D 84/MIDWEST

December 14, 1993

Decembe	74, 1993		T	1993-19
Item #	Class #	Shipping List #	Title	Change
0766-C-03	PREX 1.2: SP 1/990	91-0137-P	National Space Council, Report to the President	Change class to: PREX 1.2:SP 1/2
0766-C-03	PR 41.2:SP 1/2	92-0374-P	National Space Council, Report to the President, May 1992	Change class to: PREX 1.2:SP 1/2/992
0768-A-01	L 2.3:2406	93-0113-M	Productivity Measures for Selected Industries and Government Services	Duplicate. Correct class: L 2.3/20:992 SL 92-0335-P Item 0768-A-09
0768-A-01	L 2.3:2408	93-0113-M	Relative Importance of Components in the Consumer Price Index	Duplicate. Correct class: L 2.3/9:991 SL 92-0335-P Item 0768-A-04
0768-B-09	L 2.121/9: T 19/993	93-0659-P	Occupational Compensation Survey: Pay Only, Tampa- St. Petersburg-Clearwater, Florida, Metropolitan Area, July 1993	Change class to: L 2.121/9:T 15/993
0831-B-04	NF 2.8/2-32:994	93-0517-P	International, Application Guidelines for FY 1994, International Program: International Projects Initiative for Organizations	Change class to: NF 2.8/2-35:994
0856-A-04	PREX 3.10/7: LDA 93-004	93-0526-P	Chiefs of State and Cabinet Members of Foreign Gov'ts., July 1993	Change class to: PREX 3.11/2:93-004
0956-J	T 22.2/15:7904	93-0654-P	CTRS, Collection Time Reporting SystemUser's Guide with Practical Exercises, Sept. 1993, Doc. 7904	Change class to: T 22.2/15:7904/993
0982-G-19	TD 2.30/4:84-202	MF Unknown	Drainage of Highway Pavements, Mar. 1984, 2nd ed.	Duplicate. Correct class: TD 2.27:12/984 SL 92-1424-M Item 0265-F
0982-I-21	TD 1.116/2:91/01	92-2636-M	Marine Accident Reports, Brief Format, NTSB/MAB- 91/01	Change class to: TD 1.116/3:91/01

December 14, 1993				1993-19
Item #	Class #	Shipping List #	Title	Change
1025-A-01	Y 4.SCI 2:H 34	92-0473-P	Report of the Task Force on the Health of Research, Serial L	Change class to: Y 4.SCI 2:102/L

# **Update to the List of Classes**

December 10, 1993

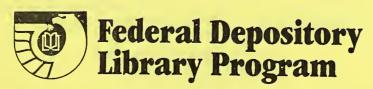
December 10, 1	999	1990-17
Class no.	Item no.	Change/Notice
EP 1.104/2:	0431-R-01	EPADOC. (CD-ROM) New. Libraries selecting item 0431-R will also receive this title. Submit a deselection form if you do not wish to receive further issues.
HE 20.3013/2-4:	0507-D-13	CRISP: Biomedical Research Information. New. Libraries selecting item 0507 will also receive this title. Submit a deselection form if you do not wish to receive further issues.
HE 20.6209/7-2:	0500-E-03	National Hospital Discharge Survey. (CD-ROM) New. Libraries selecting item 0500-E will also receive this title. Submit a deselection form if you do not wish to receive further issues.
I 53.57:	0600-D-01	General Land Office, Automated Records Project. (CD-ROM) New. Libraries selecting item 0600-D will also receive this title. Submit a deselection form if you do not wish to receive further issues.
PM 1.8/14:	0290-A-01	X-118 Handbook. Change title to: Qualification Standards Handbook for General Schedule Positions. Formerly classed in PM 1.8/3:, this title is no longer part of a numbered series. Libraries selecting item 0290-A will also receive this title. Submit a deselection form if you do not wish to receive further issues.
Y 3.ED 8/9:	1089-A-02	Intergovernment Advisory Council on Education. Discontinued.
Y 3.ED 8/11:2	1063-N	Select Committee on POW/MIA Affairs. Change agency name to: National Commission on Responsibilities for Financing of Postsecondary Education.



Information from the Federal Government on subjects ranging from agriculture to zoology is available at Depository Libraries across the nation.

You can visit these libraries and use the Depository collections without charge.

To find one in your area, contact your local library or write: Federal Depository Library Program, Office of the Public Printer, Washington, DC 20401.



This program is supported by The Advertising Council and is a public service of this publication

### **Table of Contents**

SuDocs Letter: 1994 Federal Depository Conference	1
1994 Federal Depository Conference: Preliminary Agenda	2
1994 Federal Depository Conference: Reservations and Registration	6
Revised Federal Depository Library Manual Published	9
LPS Seeks Help in Updating the Superseded List	9
Special Offer on Selected Documents, No. 3	0
Classification/Cataloging Update: 1993-19	2
Update to the List of Classes: 1993-17	6



Administrative Notes is published in Washington, DC by the Superintendent of Documents, Library Programs Service, Government Printing Office, for the staffs of U.S. Federal Depository Libraries. It is generally published twice a month; some months have additional issues. Postmaster send address changes to:

The Editor, Administrative Notes U.S. Government Printing Office Library Programs Service, SLL Washington, D.C. 20401

Editor: Marian W. MacGilvray

(202) 512-1130











